

Chief, Management Staff

30 JUL 1958

Chief, Budget Division

TSS Proposed Table of Organization, MS-1812

1. We have reviewed the proposed Table of Organization submitted by the Technical Services Staff. Our review indicates that sufficient funds for "01" were provided in the FY 1959 Congressional Budget to cover the increased cost of the proposed Table of Organization.

2. Since funds are adequate, the Budget Division has no objection to the proposed Table of Organization. However, in our review, certain items were noted which we would like to call to your attention:

a. Analysis of the 31 March Table of Organization machine run, when compared to the proposed Table of Organization, reveals that the average grade of GS staff-type positions will increase from 10.87 to 10.97 and that the average salary, using base salary (prior to the recent increase) for each position, will increase from \$7,171 to \$7,260. As we have noted before, this upward trend is a matter of some concern since it is becoming more and more difficult to justify to the Bureau of the Budget increases in average grade and salary.

b. The FY 1959 Congressional Budget indicates that the average

these two categories of employees, it may be appropriate to conduct a review of the duties performed. Also, paragraph 4 of the memorandum of 9 December 1957 transmitting the TSS Table of Organization directs attention to the positions filled by contract employees (addendum to the proposed T/O) which will not be counted against the ceiling figure for TSS. These positions are mostly of professional and technical nature, judging from the position titles, and perhaps should be considered as staff employees with indefinite appointments, rather than as contract employees. As staff employees they would, of course, be counted within the ceiling.

c. At the time that the memorandum was drafted in December 1957, the Table of Organization was required to conform to an allocated ceiling of positions. Since that time, five positions have been transferred to the Office of Training and the proposed Table of Organization has been satisfactorily adjusted to conform to a new ceiling of positions.

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Approved For Release 2001/07/28 : CIA-RDP78-04718A002500430011-7

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d. In reviewing the budgetary implications of the proposed Table of Organization, we have given consideration to the fact that as of 31 March there were:

25X9

[REDACTED]

25X9A2

(2) [REDACTED] positions were double slotted - of which three (3) were Graphic Arts.

25X9A2

(3) [REDACTED] positions were under-slotted.

25X9A2

(4) [REDACTED] positions were over-slotted.

25X1A9a

[REDACTED]

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